

**Minutes of the City of Frederick  
Mayor and Board of Aldermen Regular Meeting**

November 4, 2021

7:00 p.m.

City Hall

- I. Mayor Michael O'Connor presided. Present were Aldermen Kelly Russell, Derek Shackelford, Roger Wilson, and Ben MacShane and Alderwoman Donna Kuzemchak. Also present were City Attorney Sandra Nickols and Legislative Clerk Phyllis Hane.
- II. Mayor O'Connor led the Pledge of Allegiance.
- III. There was no invocation.
- IV. There were no presentations.
- V. The minutes of the October 7, 2021 Regular Public Meeting were previously distributed. On a motion made by Alderman Wilson and seconded by Alderman Russell the Board voted 5-0 to approve the minutes.
- VI. There were no closed meetings to report.
- VII. Mayor O'Connor noted the upcoming Veterans Day holiday and encouraged everyone to take a moment on that day to remember and honor those who have served.
- VIII. There were no Aldermanic comments.
- IX. There were no public comments.
- X. Consent Agenda

A. Grants

On a motion made by Alderman Wilson and seconded by Alderman Russell the Board approved 5-0 consent agenda items A.1 - A.5:

- 1. Acceptance of a U.S. Department of Justice, Office of Justice Programs 2021 Frederick Equipment and Technology Grant in the amount of \$43,631.
- 2. Approval of the Continuum of Care Program Grant Agreement with the Department of Housing and Urban Development to provide funds for the supportive housing program and shelter care services in the amount of \$163,023.
- 3. Approval of the Continuum of Care Program Grant Agreement with the Department of Housing and Urban Development to provide funds for the supportive housing program and shelter care services in the amount of \$17,969.

4. Approval of the Homelessness Solutions Program (HSP) Grant Agreement with the Department of Housing and Human Development in the not to exceed amount of \$479,700.
5. Approval of the Second Amendment to the Homelessness Solutions Program Grant Agreement (HSP) with the Maryland Department of Housing and Community Development (DHCD).

#### B. Special Ordinances

On a motion made by Alderman Shackelford and seconded by Alderwoman Kuzemchak the Board approved 5-0 consent agenda item B.1:

1. Approval of Special Ordinance S-21-25 to amend the FY 2022 Budget to include revenue and associated expenditures for a U.S. Department of Justice, Office of Justice Programs 2021 Frederick Equipment and Technology Grant.

#### C. Cash Releases

On a motion made by Alderman Russell and seconded by Alderwoman Kuzemchak the Board approved 5-0 consent agenda item C.1:

1. Approval to release Cash funds in the amount of \$14,183.81 posted by JR Capital Build, LLC to guarantee improvement to 332 Madison Street, further described in PWA dated 02/05/2021.

### XI. Public Hearing

1. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 a contract renewal with the Frederick County Health Department Local Cancer Program to extend the service contract for the BCCP Cancer Screening Program There were no public comments.
2. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Russell the Board approved 5-0 Amendment #2 to the Letter of Agreement with the Department of the Army to add Task 6, Rosemont Avenue and Task 7, South Street to the Flood Resiliency Study. There were no public comments.
3. On a motion made by Alderman Russell and seconded by Alderman Wilson the Board approved 5-0 a contract with RK&K in the amount of \$277,229 to provide design and construction administration services for flood resiliency improvements to the Motter Avenue area as identified and recommended in the 2020 US Army Corps of Engineers flood resiliency study. There were no public comments.
4. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 an acceptance of parkland dedication for the

East Church Residences development project that will contain an existing forest conservation easement as well as areas proposed for new forest conservation easements. There were no public comments.

5. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 Resolution 21-16 to establish the payment amount to be provided in lieu of parkland dedication for the subdivision and development of 605 E Church Street, the East Church Residences. There were no public comments.
  6. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 a Forest Conservation Enforcement Agreement with TC Frederick Land, LLC, TC FCC Owner I, LLC, TC FCC Owner III, LLC, TC FCC Owner IV, LLC, and Paul A. Sill, Sr. There were no public comments.
- XII. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 the appointment of Anne Hart to the Historic Preservation Commission to complete a term expiring on November 21, 2022.
- XIII. There were no additional aldermanic comments.
- XIV. The Mayor had no additional comments.
- XV. There were no committee reports.
- XVI. There were no director reports.
- XVII. There were no additional public comments.

There being no further official business, the meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Phyllis Hane  
Legislative Clerk